



SIR TOM FINNEY COMMUNITY HIGH SCHOOL
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MINUTES OF PUPIL, CURRICULUM AND STANDARDS COMMITTEE MEETING
TUESDAY 6TH OCTOBER 2020 – 9:30am

IN ATTENDANCE/APOLOGIES

IN ATTENDANCE

Dorothy Jones (Chair)
Shaun Jukes
Gail Beaton
Paul Main
Laura Jolliffe
Ian Fazackerley
Maureen Rothwell
Simon Chester (minutes)

Sharon Hadley sent apologies for her absence.

1. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

1.1. No matters arising from the previous meeting.

2. Covid 19 - General Update

2.1. SJ gave an update on the current situation in school, which included how the risk assessment has been put together using information from LCC. SJ added that updated guidance can be received every couple of days, which is shared with SLT. At the minute the number of visitors in school is being limited, so visits are by appointment only. Annual Reviews have commenced, with the majority of these being done virtually. A remote learning policy and guidance has been put together if required in the future. SJ stated that all staff have been outstanding with everyone doing everything they should be.

2.2. GB stated that the risk assessment at Acorns is 29 pages long and a lot of information has been sent out to staff.

2.3. DJ commented that as a committee we commend the diligence and efforts of all the staff in school who are doing a sterling job, especially during the summer term and the summer holidays. She added that she is very proud to be associated with school.

2.4. DJ asked if we have any students shielding. SJ said we have 2 who continue to shield. LJ added that everyone who was shielding was told they could cease this at the start of August, unless there was a risk to life.

2.5. DJ asked how many students we have in school at the minute. SJ stated this week attendance is 84%.

3. COMMITTEE TERMS OF REFERENCE AND NOMINATE CHAIR

3.1. SJ said that he has been through this and there are two minor alterations; it will now state a minimum of 5 members, not 6, and it will be a clerk to the committee who takes the minutes, not a member. SJ will send a copy of these to all Governors.

4. STUDENT NUMBERS/DISTRIBUTION/COMPLEXITY

4.1. SJ confirmed that we have 68 students on roll in KS3, with 67 attending. 1 is currently attending another school, but this has not been agreed by LCC. We have 44 in KS4, 51 in FE and 16 in Semi Formal & Experiential. We have a total of 179 on roll, which is well over the official capacity. We have had to turn down another 5 students who have enquired about possible places for this year. SJ added that one young person is currently going through appeal and has put us down as the named school. This will be decided at the end of October.

4.2. LJ asked if LCC were putting on undue pressure to accept more students or if they understand our position. SJ stated that they will ask because they have got to ask the question, but they do understand our situation and accept our responses.

4.3. DJ asked SJ if there was a deputy in school who could take the lead on the project for the development of the first floor if SJ was unavailable. SJ stated that he, Jen Jukes, Tony Wilton and Mick Brown were leading on it. DJ asked if there could be a Governor representative involved. SJ said that it would be the chair or vice chair. LJ confirmed that whoever was available at the time could stand in.

4.4. IF asked SJ if there is a push to place some of our students into a mainstream school to free up some places. SJ stated that there are currently no students in school who it would be suitable for to return to mainstream, but we have had students in the past who have.

4.5. DJ asked if some students were being affected with their not being a breakfast club at the minute. SJ said that if anyone was coming into school who had not had any breakfast, they could be provided with that in class.

5. ASSESSMENT AND ACCREDITATION

5.1. SJ confirmed that the KS4 and Post 16 accreditation results were upbeat and very positive, especially in English, with there being some entry level 3 results. DR will put together a report for Governors.

5.2. LJ asked if there was an update on the baselining, tracking monitoring and IEP feedback for parents. SJ said that this is currently being done and will be distributed after half term.

6. CURRICULUM SUBJECT WEBSITE SUMMARIES

6.1. SJ stated that part of the teachers' appraisals is to review the subject summaries on the website.

6.2. DJ asked if there was anything specific in terms of policy for home learning. SJ said that one had been done, with an appendix of what the process is, and he will email it out to everyone. DJ asked who the lead was on this. SJ confirmed it is DR.

6.3. GB asked how often families were contacted during lockdown when students were working from home. SJ stated that staff class would ring once a week to keep in touch with them. DJ asked LJ how this had worked. LJ said that she had received good

communication from school, with work being regularly set and she was comfortable throughout the process.

7. SCHOOL IMPROVEMENT PLAN MAIN OBJECTIVES REMINDER

- 7.1. SJ said there are three main objectives; re-establishment after lockdown, the project management of the first floor development and attachment & trauma whole school training, plus ongoing preparations to meet OFSTED inspection criteria.
- 7.2. SJ added that the mental health needs of the students are critical, and that the next Ofsted inspection is still a big focus, but it is unclear when this now may take place and in what format. SJ added that he has received a list of questions that Ofsted are currently asking when they are speaking to schools. DJ asked if this list could be sent out to her.
- 7.3. SJ said that he would send out a SEND review guidepost Covid-19 to DJ, MR & LJ, who will decide if it will be useful for all the Governing Body. GB asked if she could be included in this email.
- 7.4. RH said that she will speak to DR who is in the process of reviewing the PSHE policy and a questionnaire that is going to be sent out to parents.
- 7.5. PM stated that everything that is in place currently is working very well.

8. SCHOOL TERM & HOLIDAY PATTERNS

SJ stated that the holiday pattern is set by LCC and the SLT have suggested having 2 INSET days at the start of the year, 2 at the end and 1 in the middle.

9. ANY OTHER BUSINESS

- 9.1. SJ stated that the Safeguarding Policy has been updated, which includes KCSIE, and asked if this should be sent to all Governors or just GB. It was agreed that this will be sent just to GB.
- 9.2. DJ asked LJ if enough information was being sent to parents. LJ said that there is a fine balance between too much and not enough but said that Ava's diary is written in every day and school should keep doing what we are doing. DJ asked if the information was user-friendly. LJ said that some of the information is not set by school and you cannot keep adapting it to suit everybody by constantly upscaling and downscaling it. SJ added that the information we give is aimed at the middle ground and we talk to parents directly if we need to.
- 9.3. DJ informed Governors that all the information that has been sent out by school regarding Covid-19 is available on the school website. LJ asked if we know how much traffic we get through the website. SJ said that he will speak to TW and mention that as an appraisal target.
- 9.4. DJ asked if there was currently anything in place to replace the Careers, Advice & Guidance event that usually takes place in school in March. SJ said that careers lessons do take place and there is significant work around this, especially with post 14. IF said that the Careers & Enterprise Company website has a lot of good information and resources on it that could be useful for our students.
- 9.5. DJ confirmed that there will be no Governor lesson visits this term due to the restriction on the number of visitors currently allowed in school.

- 9.6. DJ informed that the LASGB conference on 10/10/2020 would feature a talk from the acting head of school improvement and that the dates for next Chairs Forum dates were out.
- 9.7. DJ requested that she comes into school the following week to look through a sample of appraisals with SJ for the Pay & Appraisal Committee meeting. This was agreed by Governors.

10. DATE OF NEXT MEETING – Tuesday 23rd February @ 11:30am